

Sports Center Practices and Procedures

SPORTS CENTER USE:

All physical education classes are for currently enrolled students and have priority use of the facility. Current faculty, staff members, alumni and guests are not allowed to participate in Physical Education classes. Faculty, staff members, and alumni are also welcome to use the facility under the following guidelines.

- All patrons are expected to wear appropriate attire. In some cases specific athletic shoes will be required.
- All student, staff, faculty, alumni and guests are to follow all policies and procedures and conduct themselves in a manner consistent with the colleges honor principle.
- Reed College has the right to refuse service and exclude individuals from campus spaces based on misconduct and/or failure to follow policies and procedures.

STUDENTS:

- Students are welcome to use the facilities subject to class and event scheduling.
- Students may reserve use of the facilities (such as the courts for racquetball, handball, and squash) subject to class and event scheduling during open hours of operation.
- A current Reed ID card is required to enter the facility and check out sports equipment from the cage.

Guests of students are welcome to use the facilities under the following guidelines:

- Guests must sign in with their host at the Sports Center cage entrance. Host must remain with guest while utilizing the Sports Center.
- Guests are not eligible to audit or participate in PE classes.
- Guests may only use the facility three times per academic year (July 1 –June 30).
- Guests are not allowed to use the facilities during peak hours (Monday-Friday: 4pm –7pm) during the academic year.
- No guest may bring another guest.

FACULTY AND STAFF:

- Reed Faculty and Staff are defined as employees paid by Reed College. Contractors/Contracting companies working on Reed College are not allowed access to the Sports Center or AFOP programming unless granted access by AFOP directors
- Reed faculty and staff are welcome to use the facilities in the Sports Center (such as racquetball and squash courts) subject to scheduling availability.
- Reed faculty and staff are not eligible to audit or participate in PE classes.
- Sports equipment is available at the cage to staff and faculty possessing a current ID card.
- Immediate family members living with faculty or staff (spouse or partner and children) may use the Sports Center by obtaining a personal pass from the Sports Center Director. *See Todd McCormack for details.*
- Children under the age of 16 must be accompanied and supervised by their parent or guardian while utilizing the Sports Center.
- Children under the age of 16 are not allowed to use the facilities during peak hours (Monday-Friday: 4pm –7pm) during the academic year.

- Children under the age of 16 may not use the fitness room or sauna.
- Family members of faculty and staff are considered guests and therefore are not eligible to bring additional guests.

GUESTS OF FACULTY AND STAFF:

Guests of faculty and staff, other than family members, are welcome under these guidelines:

- Guests must sign in with their host at the Sports Center at cage entrance. Host must remain with guest while utilizing the Sports Center.
- Guests of Reed faculty and staff are not eligible to audit or participate in PE classes.
- Guests may only use the facility three times per academic year. (July 1-June 30)
- Guests are not allowed to use the facilities during peak hours (Monday-Friday: 4pm -7pm) during the academic year.
- No guest may bring another guest.

STUDENTS ON LEAVE:

- Students on official college leave (other than medical) must obtain a Sports Center pass, valid for that year. Students on leave cannot register for or join any activity class, team sports, or club.
- Students on leave are not entitled to bring guests to the facility.
- Students on leave will not be issued lockers or baskets while on leave.

ALUMNI:

- Alumni are welcome to use the Sports Center. However, because of increasing student enrollment and expanded demands on the Sports Center, family and guests of alumni are not eligible to use the facility.
- Alumni are not eligible to audit or participate in PE classes.
- Alumni are not allowed to use the facilities during peak hours (Monday-Friday: 4pm -7pm) during the academic year.
- All alumni must present their alumni card as identification and sign in at the cage prior to using the facility.
- Alumni are welcome to check out sporting gear and equipment. However, alumni are not allowed to reserve court space.

AUDITING PHYSICAL EDUCATION CLASSES:

Students who have completed their academic requirements but have not completed their PE requirements may audit a Reed College physical education activity for credit. Auditing students must pay an audit fee at the registrar's office and check with the Sports Center director before taking a PE class. Academic course auditors do not have Sports Center privileges. This means they cannot take PE classes, play on teams, or use the Sports Center.

SPORTS FIELD USE:

Sports Field usage is reserved for Reed College Athletics, Fitness and Outdoor Programs. The Director/Assistant Director of Athletics, Fitness and Outdoor Programs must authorize all other use of these facilities. We do not rent out our field to groups outside of the Reed Community.

POLICY FOR USE OF SPORTS CENTER SPACES:

As a patron of the Sports Center, you are welcome and encouraged to use the various public spaces in the building provided that you abide by the following departmental policy:

First, check the posted calendar for the specific space you wish to use to see if it is available. If there is an opening in the calendar, it means that the space is open to *shared use* by official members of the Reed community (students, faculty, staff, and alumni during appropriate hours). *No individual or group may control, dominate or otherwise exclude or infringe on others' use of the space during open/shared hours.* If you have a need for exclusive use of a Sports Center space, you'll need prior written approval from the Director of Athletics, Fitness and Outdoor Programs, Michael Lombardo. Priority for use of Sports Center facilities and spaces will be given to registered PE classes and sanctioned programs and events. If a PE class or sanctioned program is currently using a space you wish to use, *you may only do so at the discretion and with the express permission of the instructor currently using the space.*

Anyone using the Sports Center facilities or spaces in violation of this policy will be asked to leave.

POOL:

The pool hours are posted in the facility, or call 503/777-7285 for information. The pool will be closed for recreational use during scheduled classes or other school related activities.

Although a certified lifeguard is always on duty during pool hours, in order to provide a safe and enjoyable experience, users are required to adhere to posted guidelines and rules, including:

1. Rinse off before entering the pool.
2. Wear appropriate swimwear.
3. No food or beverages in the pool area.
4. All children utilizing the pool must be potty trained in order to use the pool, no swim diapers allowed, suggested age is 4 years old and over. Parents/Guardian must remain with their children at all times while utilizing the pool.
5. Children under the age of 16 must be accompanied and supervised by their parent or guardian while utilizing the Pool.
6. Children are not allowed to use the facilities during peak hours (Monday-Friday: 4pm – 7pm) during the academic year.

Pool usage is reserved for Reed College Athletics, Fitness and Outdoor Programs. The Director/Assistant Director of Athletics, Fitness and Outdoor Programs must authorize all other use of these facilities. We do not rent out our pool to groups outside of the Reed Community.

VALUABLES CHECK-IN:

The sports center is not responsible for lost or stolen items. In order to protect your personal belongings, it is recommended that valuables be stored in a secure locker or checked in at the cage.

ANIMAL POLICY:

Please see the current Animal Policy for Reed College at this [link](#).

BICYCLE POLICY:

Bicycles must remain outside the building. The Sports Center has various bike racks for patron usage.¹

¹ REV. 10.17 WS